

**MEETING MINUTES  
Town of Acton  
Community Preservation Committee  
December 16, 2010  
Acton Memorial Library**

**Attending:** Walter Foster, Peter Ashton, Susan Mitchell-Hardt, Ken Sghia-Hughes, Janet Adachi, Tory Beyer, Corrina Roman-Kreuze, Roland Bourdon, Dore Hunter, Betsey Mercier

**Also present:** Roland Bartl Acton Planning Department, Steve Noone Finance Committee observer, numerous women from The Acton Woman's Club

The meeting was called to order at 7:37PM. Walter and the committee extended a warm welcome to our newest member: Betsy Mercier who represents recreation.

The Trail Through Time presentation scheduled for this evening has been postponed until January 13, 2011.

Roland Bartl updated the committee on the Elm Street Playground Project – this is another project that had funds appropriated in 2008. This project is impacted by the Seidman v. Newton case. The Town has taken steps on the NARA and Elm St projects. We are waiting to hear from Town Counsel if this qualifies that the projects have commenced.

Minutes from the 12/9/10 meeting were approved. All ayes.

Roland Bartl commented that he checked on the funds from the sale of the Piper Rd. house. Proceeds from this sale will go back to the Open Space Set Aside fund.

Steve Noone commented that the Finance Committee asked about operational cost savings for the proposed window restoration on the second floor of Town Hall. FinCom is looking for a more clear answer on this – the answer provided by Dean Charter to CPC at a previous meeting was too vague for their purposes.

Susan has contacted Dean Charter to find convenient dates for a tour of the proposed Town Hall project. SMH will follow up with the committee via email with dates as that information becomes available.

Committee agreed to add "Citizens' Concerns" to upcoming CPC agendas.

Susan will email updated project spreadsheets to the committee.

**CPC Presentation:**

1. **Appointment: Acton Massachusetts Woman's Club 8:00PM** – Amount requested: **\$99,590.00.**

Dr. Lori Megdal and Carolyn Kilpatrick presented on behalf of the Acton Woman's Club. Their proposal is to preserve and restore the building which is home to the Acton Woman's Club. This is a Federal House built in 1829. The Woman's club participates in a number of civic activities – fuel assistance, scholarships, cookies for shut-ins, volunteering with community supper, ballroom dance class (in its 57<sup>th</sup> year). This history of benevolent activities dates back to WWI.

## **Draft Minutes, 12/16/2010**

Entrances have safety issues. They will need to make one entrance handicap accessible and as it is in historic district, they must work with the Historic District Committee. Part of application includes making the courtyard a more inviting space to the public. Additional outdoor lighting is also required.

The upstairs room is where their meetings and events are held.

They must keep the heat on in the winter time to keep pipes from freezing. Right now, volunteers stop in every day to check on pipes. Want to insulate to reduce heating costs – knob and tube wiring has to be removed in order to insulate. To put in insulation, holes need to be put in walls – which would require new wallpaper. The Woman's club proposes to use period appropriate wallpaper.

The bulkhead is allowing rodents into the building.

The HDC has provided a letter of support. This proposed project will improve the common area. Improving the garden will allow this to be open to the public – including the antique rose garden.

Roland Bourdon referenced letter from Town Counsel which puts the courtyard as a “judgement call” for the committee. Carolyn Kilpatrick indicated that the courtyard portion of the project is why the HDC approved of the project.

Walter commented that it's important that the HDC states that it's related to the intended use of the building.

Tory expressed concern that the wallpaper and paint might fall into maintenance?

Ken asked about what has been done by Acton Woman's club this far? Money has been raised for chimney work, a volunteer structural engineer has looked over the building. Local architect – from HDC worked on design for walkway.

The AWC do not expect to come back to the CPC. For leverage, the AWC assumed the cost of the architect (\$5000).

Peter commented that the Acton Woman's Club should get the word out about the good works they do in the community.

Committee pointed out that the estimates should be tighter as we get closer to deliberations and that the contingency needs to be looked at closely to make sure it is adequate. It is easier to ask for more up front than to run out of funds. Walter asked if a contractor or clerk of the works would be overseeing the project. It was commented that architect Anita Rogers will be in charge. The Acton Woman's Club wishes to keep the assessment below 100,000K so as not to trigger a major upgrade to the powder room. A historic preservation restriction to the benefit of the town will be required.

Steve Noone asked if the Acton Woman's Club is a non profit? Yes, it is.

Meeting was adjourned at 9:10 PM

### Documents Discussed and Attached

Meeting Agenda for December 16, 2010

Draft Meeting Minutes from December 9, 2010 CPC meeting

Memo from Town Counsel re: Project eligibility

**Next Meeting: January 6, 2011 7:30PM**

Respectfully Submitted: Corrina Roman-Kreuze, Clerk